

July 2013–October 2013

**Harry Catherall, Chief Executive.
Democratic Services
Contact Officer -
Paul Conlon
Tel: 01254 585168**

FORWARD PLAN

July 2013 – October 2013

The Local Authorities (Executive Arrangements), (Meetings and Access to Information) (England) Regulations 2012.

This is a formal notice under the above regulations that part of the Executive Board Meeting listed in this forward plan will be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the local government act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. The matters likely to be considered in private are outlined in this forward plan.

Forward plan

The forward plan is a document that gives details of the items which require executive decisions in the near future by the Executive Board and are considered to be 'Key Decisions' relating to the Borough. Key Decisions are defined in the Council's Constitution (Part 5, section 4). The Executive Board will next meet on 11th July 2013. Brief details of the matters to be discussed on that date are contained in this document.

The Council will as far as possible conduct business of the Executive Board in public. However, at certain times it will be necessary for items to be considered in private. Where this is the case the Board will resolve that the report needs to be considered in private (referred to as Part 2 matters) because an item contains confidential or exempt information. What constitutes exempt information is detailed in the Access to Information Procedure Rules in the constitution (Part 4, section 2) and summarised below.

When an item is to be considered in private the Council will state the reasons why public are to be excluded from the meeting. The reasons will be outlined on the forward plan and on the agenda.

Representations can be made by the public as to why any matters indicated to be considered in private should be considered in public. The representations must be made at least 5 clear days before the meeting to the Chief Executive at the Town Hall in writing and giving reasons for their views.

What is a key decision?

A key decision is a decision that a decision which would:

- result in the Council incurring expenditure which is or the making savings which are significant in terms of the Councils budget for that service or function to which the decision relates or;
- Is significant in terms of its effects on communities living or working in an area comprising two or more wards in the Borough.

This Forward Plan contains Key Decisions to be taken by the Council's Executive Board during the period July 2013 to October 2013.

The Executive Board consists of the following Portfolios.

Leader	Councillor Kate Hollern
Health and Adult Social Care	Councillor Mohammed Khan
Children's Services	Councillor Frank Connor
Environment	Councillor Jim Smith
Schools and Education	Councillor Dave Harling
Leisure, Culture and Young People	Councillor Damien Talbot
Neighbourhoods, Housing & Customer Services	Councillor Yusuf Jan-Virmani
Regeneration	Councillor Maureen Bateson
Resources	Councillor Andy Kay

A period of up to one hour will be allowed at each Executive Board meeting to enable members of the public to make statements or to ask questions of members of the Board. This must be delivered to the Chief Executive by 4.00 pm on the day prior to the meeting. The next scheduled meetings of the Executive Board are:

11th July 2013 8th August 2013 12th September 2013

10th October 2013 14th November 2013 12th December 2013 16th January 2014 13th February 2014 13th March 2014

If you would like to have copies of the Documents Considered, please speak to the Contact Officer listed for that item.

For further information, please contact Phil Llewellyn on 01254 58 5369.

Harry Catherall
Chief Executive

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Transformation of Adult Social Care 'Putting People First'				(other documents relevant to the matter may also be submitted and considered)	
Date of Entry	To note progress made in transforming adult social care in line with principles of personalisation, as set out in the concordat: 'Putting People First' and the ADASS/DH milestones	Implementation of personalisation does not require specific consultation. However, the principles underpinning it are incorporated within the Green Paper for adult social care which is subject to separate consultation.	Steve Tingle, Programme Director of Transformation and Partnerships Tel: 584413	'Putting People First: a shared vision and commitment to the transformation of Adult Social Care': Concordat agreed by a range of stakeholders including: HM Govt, ADASS, and LGA.	
September 2009					
Date for Decision					
On going					
Portfolios Affected					
Health and Adult Social Care					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? if yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Personalisation and Commissioning Update					
Date of Entry	The Executive Board is to be asked to consider and approve a personalisation and commissioning update for Adult Social Services.	Consultation is on-going.	Steve Tingle, Head of Service 585164		
January 2012					
Date for Decision					
On-going					
Portfolios Affected			Contact Officer Steve Tingle,		

Health and Adult Social Care			Head of Service. Tel: 585164		
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If Yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Replacement of Current Adult Social Care IT System					
Date of Entry	The Executive is being requested to approve entering into a new contract to replace the existing Adult Social care IT System.	A joint team consisting of staff from Adult Social Care, Finance and ITM&G is being set up to work together and consult key stakeholders to identify the business and technical requirements for a new system and to produce an Invitation To Quote which can be used to procure the new system	Steve Mullineaux Head of IT Service Delivery and Support 01254 585144 Steve.Mullineaux@Blackburn.gov.uk Peter Soothill Integrated Service Manager 01254 585415	none	
January 2013					
Date for Decision					
August 2013					
Portfolios Affected					
Resources Health and Adult Social Care					
Wards Affected					
All					
Exempt					

Information?					
<p>Will the report include information that will require part of it to be considered in part 2?</p> <p>If yes please give reasons</p>	yes		The report will outline the business case and technical requirements for the new system.		

Schools and Education

Title	Subject	Consultation	Representations To	Documents Considered	Comments
School Term and Holiday Pattern 2015/2016					
Date of Entry	The Executive Board is asked to approve the school term and holiday pattern for Community and Controlled schools for 2015/2016	There will be full consultation with schools, teacher associations and governing bodies	Andrew Hutchinson, Governor Services Support Manager Andrew.hutchinson@blackburn.gov.uk	Term and holiday patterns agreed by neighbouring LAs	
June 2013					
Date for Decision					
June 2014			Contact Officer		
Portfolios Affected			Andrew Hutchinson, Governor Services Support Manager		
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Former School Sites Disposals: Moorland					
Date of Entry	The Executive Board to be	Officers will undertake	Mebz Bobat		The disposal of both sites

December 2012	asked to give consideration to the disposal of the School and playing fields at the former Moorland School, Holden Fold	consultation in accordance with the statutory process for the disposal of a surplus school site.			have been identified as supporting the capital investment by the Local Authority in the Building Schools for the Future Programme and the Darwen Aldridge Academy Development.			
Date for Decision								
November 2012 – September 2013								
Portfolios Affected								
Schools and Education								
Wards Affected	Authorise Officers to negotiate with the Department of Education and Education Funding Agency on seeking Secretary of States Approval for Disposal.	Proposals will be tabled with other departments via the Asset Management Group.	Members will be informed at the completion of the statutory process	Contact Officer				
All								
Exempt Information?								
Will the report include information that will require part of it to be considered in part 2? If Yes please state reasons					no			

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Schools & Education Capital investment Programme 2014/15					
Date of Entry	The Executive Board to be asked to give consideration to the Capital Investment Programme for 2013/14	Officers will undertake consultation in accordance with the statutory process and liaise with schools, and other officers and stakeholders through the programme period.	Andrew Baker		
June 2014					
Date for Decision					
December 2013					
Portfolios Affected					
Schools and Education	Authorise Officers to Procure the programme in accordance with Council Processes and Procedures	Proposals will be tabled with other departments.	Contact Officer		
Wards Affected				Andrew Baker 666411	

All		Members will be informed at the completion of the individual project and at regular intervals.			
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Transfer of Witton Park High School Site to Witton Park Academy					
Date of Entry	The Executive Board to be asked to consider and approve the Statutory Transfer of the Site and Building Assets by means of 125 year lease to the Witton Park Academy, under Schedule 1 of the Academies Act 2010	Consultees as defined under the Academies Act 2010	Andrew Baker	The Academies Act 2010	
June 2014					
Date for Decision			Contact Officer		
August 2013			Andrew Baker 666411		
Portfolios Affected					
Schools and Education					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Children's Services

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Fostering Quarterly Reports					
Date of Entry	The Executive Board is required to scrutinise quarterly reports in relation to the performance of the fostering services in accordance with regulations and national minimum standards for fostering services.	Any comments and observations will be fed back in to the service to inform on going provision of services. OfSTED may request evidence that these reports have been seen and comments acted upon during service inspections.	These reports are produced by the designated responsible individual for the services and are designed to provide information to the Executive Board about the activity of the services. Further information is available from that person. Contact Officer	The annual report will be constructed in accordance with regulatory guidelines. It will give comparisons with previous years' performance.	
June 2013					
Date for Decision					
September 2013 (Qtr1) December 2013 (Qtr2) March 2014 (Qtr3) June 2014(Qtr4)					
Portfolios Affected					
Children's Services					
Wards Affected			Karen Barrick 666844		
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please state reasons	yes	Report contains information which could potentially lead to the identification of individuals			

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Adoption Six Monthly Reports					

Date of Entry	The Executive Board is required to scrutinise bi-annual reports in relation to the performance of the adoption services in accordance with regulations and national minimum standards for adoption services.	Any comments and observations will be fed back in to the service to inform on going provision of services. OfSTED may request evidence that these reports have been seen and comments acted upon during service inspections.	These reports are produced by the designated responsible individual for the services and are designed to provide information to the Executive Board about the activity of the services. Further information is available from that person.	The 6monthly report will be constructed in accordance with regulatory guidelines. It will give comparisons with previous performance.	
June 2013					
Date for Decision					
July 2013 December 2013 June 2014					
Portfolios Affected					
Children's Services					
Wards Affected					
All			Contact Officer		
			Karen Barrick 666844		
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	yes	Report contains information which could potentially lead to the identification of individuals			

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Early Help Review and Strategy					
Date of Entry	The Executive Board is being asked to note developments towards the Borough's approach to detailing an Early Help Review Strategy.	An innovation group with representation across all key partners and stakeholders has met several times to scope and drive forward the developing early help strategy. The strategy is currently at a draft stage in its development and is being		The relevant background information is the Munro Review of Child Protection completed 2011 which resulted in the government response to that report requiring all Authorities to	
September 2012					
Date for Decision					
August 2013					
Portfolios Affected			Contact Officer Deborah Gornik Head of Partnerships and		

<p>Children's Service, Education and Neighbourhoods, Housing and Customer Services</p>		<p>considered by children's services policy, performance and planning team to ensure it aligns to all relevant, partner, corporate and key priorities.</p>	<p>Prevention.</p>	<p>have in place an Early Help Strategy. The revised OFSTED Inspection Framework regarding inspection of child protection will judge the effectiveness of the Early Help Strategy which will influence the judgement of child protection arrangements.</p>	
<p>Wards Affected</p>					
<p>all</p>		<p>Early years services are seen as a considerable element of the overall early help offer and have ensured that early help has been a critical factor in over 32 consultation sessions, that have taken place during September (2012) and which have included, service users, partners, stakeholders and staff. The early years review is being driven through a core group made up key partners.</p> <p>The thinking family (multi agency) approach to delivering family support type services has recently started to progress a scaling up approach. This has seen two professional focus groups as consultation events. Additional focus groups are currently being planned to ensure all relevant stakeholders have to opportunity to contribute. There is also an expression of interest being tendered from children's services which will see independent consultation undertaken in two areas of the Borough with children, young people and families. This will assist in determining what help and support is required at a community level. It will be guided from the outcomes of the recent evaluation report and direct the strategy through think family as the delivery arm of an early help offer.</p>			
<p>Exempt Information?</p>					

Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				
---	----	--	--	--	--

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Children's Centres Consultation					
Date of Entry	The Executive Board to approve the recommendations for a proposed remodel of children's centres in Blackburn with Darwen for implementation in September 2013.	Extensive Consultation with Councillors, parents, carers, staff, members of the public, chair and vice chairs of the children's centres, providers and partners.	Contact Officer Karen Timperley		
June 2013					
Date for Decision					
August 2013					
Portfolios Affected					
Children' Services					
Wards Affected	all				
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Government reforms to Children's Social Care & reforming Children's Services to comply with legislative changes.					

Date of Entry	The Executive Board is asked to note a range of legislative changes which will affect the services provided by Children's Services and to agree resultant restructuring reshaping and reforming of the department to adapt and comply	Consultation will take place with a range of stake holders Extensive consultation will take place with a range of stakeholders.	Heads of Services for Children's Services Interim Head of Service for Social Work: Mick Muir Interim Head of Service for Policy, Planning & Performance: Robert Arrowsmith Head of Service for Partnerships & Prevention: Deborah Gornik Head of Service for Safeguarding: Paul Lee	Papers relating to: <ul style="list-style-type: none"> • Adoption Scorecards • Family Justice Review • Working Together to Safeguard Children • Ministry of Justice / Youth Justice Board / YOT changes • Inspection Changes • Improvement Board recommendations 	
April 2013					
Date for Decision					
June 2013-April 2014			Contact Officer		
Portfolios Affected			Justine Westwell		
Children's Services					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If Yes please state reasons	no				

Environment

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Davyfield Road Depot Transformation and Improvement					
Date of Entry	Range of projects which will look to improve the working environment across the whole of the Council's property portfolio at Davyfield Rd. This will involve improvements, investment, diversification of the property portfolio holdings including sale and leasing, alterations to the site, layout, buildings, security and health & safety.	Consultation has been on-going with employees, Unions, service users and Executive Members	Sayed Osman 585340		The Council has already embarked upon on site improvements in 2011 resulting in the sale of surplus equipment, de-cluttering of the site and Health & Safety improvements. There is an on-going review of the stores building to consolidate and improve storage. The White Dove Buildings were improved in 2010 to incorporate the Council's Data Centre and provide improved office space.
June 2012					
Date for Decision					
July 2012 – April 2014					
Portfolios Affected					
Environmental Improvement and Sustainability, Resources, Regeneration			Contact Officer		
Wards Affected			Sayed Osman 585340		
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reason	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Procurement of Waste Treatment Facility					
Date of Entry	To appoint a preferred bidder for	Members – Discussions	Tony Watson	1. Bidders submission	

April 2011	a long term waste treatment facility for the Borough's municipal waste.	with the Executive Members for Regeneration, Resources and Environment Improvement and Sustainability have already taken place.	Head of Environmental Services Tel: 585054	documents 2. New and existing waste legislation 3. LMWMS aims and objectives 4. Government's waste strategy 5. Corporate standards on procurement 6. Advice and guidance from retained consultants	
Date for Decision					
Approval to appoint preferred bidder is scheduled for the Exec Board in October 2012.					
Once the preferred bidder is selected, it is expected that we should be able to move to financial close 6 weeks later.					
Portfolios Affected					
Regeneration, Environmental, Improvement & Sustainability					
Wards Affected	no				
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If Yes Please Give Reasons					

Neighbourhoods, Housing & Customer Services

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Sale of Land for Housing Development (RSL'S)					
Date of Entry	Approval of the terms and condition and where appropriate costs of the sale of various of pieces of Council owned land to RSL's for affordable housing	RSL's and local stakeholders	Direct to named officer	Housing Association Preferred Partners Agreement	Lincoln Road and Queen Street clearance site, other sites to follow. Executive Board 14 th February 2008 Affordable Homes Briefing Paper November 2011 Further reports to follow
Date for Decision			Contact Officer		
February 2012- March 2014					
Portfolios Affected			Subhan Ali Tel: 585768		
Neighbourhoods, Housing and Customer Services, Resources					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Sale of Land for Housing Development (private developers)					
Date of Entry	Approval of the terms and conditions and where	Local Stakeholders	Direct to named officer	Council's Disposal Policy, Strategic Housing Market	A number of sites currently being considered for

	appropriate costs of the sale of land to private developers for housing development			Assessment and Housing Growth Strategy.	development by private or public developers to develop affordable and market sale housing.
Date for Decision			Contact Officer		
February 2013-March 2014					
Portfolios Affected			Subhan Ali Tel: 585768		
Neighbourhoods, Housing and Customer Services					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Meeting Needs of Gypsies and Travellers					
Date of Entry	Briefing paper to consider the needs of Gypsies and Travellers	Gypsies Groups and Communities Other Local Authorities NWRA	Susan Kelly Tel: 585696	Regional Survey of need for extra plots. Core Strategy	Needs review currently being carried out as part of the Councils Core Strategy and Housing Implementation Strategy.
June 2012			David Proctor Tel: 585570		
Date for Decision			Contact Officer		
February 2013-March 2014					
Portfolios Affected			Susan Kelly Tel: 585696		
Neighbourhoods, Housing and Customer Services and Regeneration			David Proctor Tel: 585570		
Wards Affected					
All					

Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Comprehensive Housing Advice & Assistance					
Date of Entry	Executive Board to consider the outcome of a review of the Council's role in supporting, enabling and facilitating home maintenance, independence and wellbeing at home	Involvement of Adult Services, Children's Services, third sector and service users.	Sayyed Osman Tel; 585222	DoH Lifetime Homes, Lifetime Neighbourhoods	
October 2012					
Date for Decision			Contact Officer		
June 2013.					
Portfolios Affected			Sayyed Osman Tel: 585222,		
Neighbourhoods, Housing and Customer Services, Health and Adult Social Care, Children's Services			Steve Tingle, Assistant Director, Adult Social Services Tel: 588916		
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? if yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Review of Partnerships with Housing Associations and Delivery of the Affordable Housing Programme					
Date of Entry	Approve partnership arrangements for housing associations and arrangements for delivery of the affordable housing programme.	There is on-going consultation with the Homes and Communities Agency, and Pennine Lancashire Local Authorities ,and with Twin Valley Homes and Great Places housing associations	S. Osman, Director Tel: 585340	HCA Affordable Housing programme 2011-14 Housing Association partnership agreement	HCA have recently announced the Affordable housing programme for 2011-14
October 2011			Peter Cooke Head Housing Tel: 585664		
Date for Decision			Contact Officer		
February 2013- March 2014.			Subhan Ali Strategic Housing Development Manager Tel : 585768		
Portfolios Affected					
Neighbourhoods, Housing and Customer Services, Resources					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Development of Empty Property Strategy					
Date of Entry	Approve overall approach and programmes to bring long term empty properties back in use. .	Involves consultation with owners of empty properties, HCA, housing associations, private landlords, and builders / developers	S. Osman, Director Tel: 585340	Information relating to HCA Programmes.	HCA have recently announced the Affordable housing programme for 2011-14
March 2013			Peter Cooke Head Housing Tel: 585664		
Date for Decision			Contact Officer	Guidance, Procedural, and Good Practice Guidance	
April - June 2013.			Subhan Ali Strategic Housing Development Manager Tel : 585768		
Portfolios Affected					
Neighbourhoods, Housing and Customer Services, Resources					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Home Energy Efficiency and Fuel Poverty Partnerships					
Date of Entry	Provide a briefing on roll out of the Government Green Deal and Energy Company Obligation ; how Housing Services are working in partnership with	Involves consultation with Public Health across Lancashire, Lancashire County Council, Lancashire LEP, Energy Companies	S. Osman, Director Tel: 585340	Government documentation related to Green Deal.	
May 2013			Peter Cooke Head Housing	Executive Member Briefing and Decision Paper Insultation	
Date for Decision					

	Public Health and others to maximise opportunities ; and recommended next steps. Also includes proposals to roll out the Darwen pilot Technitherm high specification insulation project.	Healthy Living Centre and others involved in combatting fuel poverty.	Tel: 585664	Scheme for Hard to Treat Properties September 2013.	
July - August 2013.			Contact Officer		
Portfolios Affected			Stuart Pye Tel : 58890		
Neighbourhoods, Housing and Customer Services, Resources Regeneration Public Health					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	No				

Leisure, Culture and Young People

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Blackburn Leisure Facility					
Date of Entry	The Executive Board is to be asked to approve the draw down of capital sums already agreed by Finance Council for implementing the Leisure Strategy.	Consultation is planned for March	Martin Eden	Building Condition Surveys, Sport England Assessment of Leisure Provision, Outline Design and Cost Survey.	
March 2013					
Date for Decision					
On going					
Portfolios Affected					
Leisure, Culture and Young People.					
Wards Affected					
all					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	yes	Legal and Funding arrangements with the college may be included.			

Regeneration

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Bus Lane Enforcement and Enhanced Parking Powers					
Date of Entry	Executive Board is being asked to give approval for officers to begin seeking the necessary powers to enable the enforcement of moving traffic offences on the Borough's bus and cycle lanes and enhancing the Borough's parking powers.	The Council will seek the approval of the Secretary of State to begin enforcing the relevant moving traffic offences and to enhance parking enforcement powers (remote monitoring). The process is a statutory one, and will involve the advertising and consultation throughout the Traffic Regulation Order making process. Consultation will be done on a scheme specific basis in line with statutory requirements with Members, businesses and the general public.	Mike Cliffe, Transport Policy Team Leader, BwDBC, Tel: 01254-585310 Stuart Scott, Network Manager, Capita Symonds, Tel: 01254-273433 Lisa Marie-Hunt, Parking Services, Capita Symonds, Tel: 01254-273495 Contact Officer	LTP strategy and implementation plan. These can be found at www.blackburn.gov.uk/transportplan Dft guidance (relating to part 6 of the Traffic Management Act 2004) can be found via the following link: http://www.dft.gov.uk/pgr/roads/tpm/tmaportal/tmafeatures/tmapart6/	
July 2012					
Date for Decision					
August 2013					
Portfolios Affected					
Regeneration, Resources					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	yes			Yes the part two section of the report will include business case information which will support the decision whether the Council will proceed with the process. The Council are at pre tender stage, hence the part 2 section.	

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Replacement Heating System at BTMC					
Date of Entry	To approve replacement of the electric heating system at Blackburn Technology Management Centre with a biomass boiler to reduce energy costs and carbon emissions.	Service managers have been kept informed of the proposals.	Contact Officer Lee Kinder 5623 Brian Doran	Capita Symonds, Blackburn Technology Management Centre: Design Note – Options for Heating System Renewal, April 2012 Capita Symonds, Blackburn Technology Management Centre Heating System Replacement, Biomass Feasibility & Assessment, November 2012	
May 2013					
Date for Decision					
September 2013					
Portfolio Affected					
Regeneration and Resources					
Wards Affected					
Little Harwood with Whitebirk					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Highway Network Recovery Project					
Date of Entry	To approve the Highway Network Recovery project and give authorisation to progress the scheme through the design, procurement and construction phases to project completion.	The works proposed to be undertaken are the similar in nature to the annual resurfacing works already undertaken by this and other Councils. Notifications will be undertaken by undertaking the following:	Contact Officer The Blackburn with Darwen Street Asset Manager (Matthew Joyce) will be available to provide information regarding the proposals of the project and	The Highway Network Recovery Business Case and summary document. The works will be designed in accordance with current British Standards, DfT guidance documents and the Highways Agency's Manual of Contract Documents for Highway Works (MCHW).	
May 2013					
Date for Decision					
July 2013					
Portfolio Affected					
Regeneration					
Wards Affected					
all		<ul style="list-style-type: none"> Signs erected prior to the works being 			

		<ul style="list-style-type: none"> undertaken. Letters information the residents, businesses and councillors will be delivered prior to the works. The works will be advertised on the Councils web site. <p>Any road closures and diversions will be advertised in the Lancashire Tel</p>	will be able to respond to any residents requests for information should it be requested.		
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	yes		Elements of the decision will be need to be considered in private due to financial matters concerning borrowing to undertake the proposed works and also the affects of the works will have on future resource levels.		

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Community Right to Bid/Assets of Community Value					
Date of Entry	<p>The Executive Board is asked to:</p> <ol style="list-style-type: none"> Note the community right under the Localism Act 2011 to nominate assets that are of community value, and the right to bid for those assets when they are in the process of being sold or disposed of. Consider and approve the Council Policy Statement contained in Appendix A. Delegate authority to Head of Planning to consider and determine Nominations to the List of Assets of Community Value following consultation with the ward councillors in which the property is 	<p>Consultation with Planning and Property teams departments of the Council has taken place in relation to the legislation requirements.</p>	<p>Contact Officer Asad Laher, Deputy Council Solicitor</p>		
May 2013					
Date for Decision					
June 2013					
Portfolios Affected					
Resources and Regeneration					
Wards Affected					
all					

	<p>located and other consultees as appropriate, including representatives from partner agencies and community spokesperson.</p> <p>4. Delegate authority to the Director of Regeneration to consider and determine Reviews of the Listing of Assets of Community Value following consultation with the Executive Member for Regeneration and the Executive Member for Resources and other consultees as appropriate, including representatives from partner agencies and community spokesperson.</p> <p>5. Delegate authority to the Head of Property after consulting the Director of Finance and the Executive Member for Resources to agree payment of compensation</p> <p>6. Delegate authority to the Executive Director – Resources and Transformation after consulting the Executive Member for Resources to determine Compensation Reviews.</p> <p>7. Delegate authority to the Head of Planning to approve the application and removal of Local Land Charges, and delegate to the Council Solicitor to approve the application and removal of Title Restrictions on the Listed property's title preventing disposal of the property in accordance with the Regulations (referred to in report).</p>				
Exempt Information?					
<p>Will the report include information that will require part of it to be considered in part 2?</p> <p>If Yes please give reasons</p>					

Title	Subject	Consultation	Representations To	Documents Considered	Comments			
Darwen Town Centre Conservation Area Appraisal, Management Plan and Development Guidelines Supplementary Planning Document								
Date of Entry June 2013	To adopt the Conservation Area Appraisal, Management Plan, and Development Guidelines as a Supplementary Planning Document and approve three small boundary changes.	By letter to property owners affected by boundary changes and press advert.	jackie.whelan@blackburn.gov.uk					
Date for Decision 8 th August 2013			Contact Officer					
Portfolios Affected Regeneration			jackie.whelan@blackburn.gov.uk					
Wards Affected Sudell and Sunnyhurst								
Exempt Information?								
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons			no					

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Land at Shadsworth Road/ Haslingden Road Medi-Knowledge Park					
Date of Entry June 2013	.to approve the Termination of the Development Agreement	Internal consultation has taken place	Peter Heyworth 5250		

Date for Decision	with St Modwen.				
August 2913					
Portfolio Affected					
Regeneration and Resources					
Wards Affected					
Queens Park					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Resources

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Realisation of Capital Receipts from sale of land and property					
Date of Entry	To keep the board informed of all matters relating to the sale of land and property which may involve key decisions	Directors: Regeneration, Financial Services, Legal Services, Capita	Contact Officer	A list of background papers for these decisions are to be held with the Financial Support Team within the Resources Directorate and Capita	PERMANENT ISSUE
Date for Decision					
On-going as reported quarterly – PERMANENT ISSUE					
Portfolio Affected					
All					
Wards Affected					
All					
Exempt Information? Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	yes			There may be occasions when the Council may need to discuss items relating to expected sale prices etc where disclosure could prejudice the Councils interests or the disclosure of names of respondents and their offers could be commercially sensitive.	

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Bus Lane Enforcement and Enhanced Parking Powers					
Date of Entry	Executive Board is being asked to give	The Council will seek the approval of the	Mike Cliffe, Transport Policy Team Leader,	LTP strategy and implementation plan. These can be found at www.blackburn.gov.uk/transportplan	

July 2012	approval for officers to begin seeking the necessary powers to enable the enforcement of moving traffic offences on the borough's bus and cycle lanes and enhancing the borough's parking powers.	Secretary of State to begin enforcing the relevant moving traffic offences and to enhance parking enforcement powers (remote monitoring). The process is a statutory one, and will involve the advertising and consultation throughout the Traffic Regulation Order making process. Consultation will be done on a scheme specific basis in line with statutory requirements with Members, businesses and the general public.	BwDBC, Tel: 01254-585310 Stuart Scott, Network Manager, Capita Symonds, Tel: 01254-273433 Lisa Marie-Hunt, Parking Services, Capita Symonds, Tel: 01254-273495	Dft guidance (relating to part 6 of the Traffic Management Act 2004) can be found via the following link: http://www.dft.gov.uk/pgr/roads/tpm/tmaportal/tmafeatures/tmapart6/	
Date for Decision					
August 2013					
Portfolios Affected					
Regeneration, Resources					
Wards Affected					
All			Contact Officer		
Exempt Information?			As above		
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	yes			Yes the part two section of the report will include business case information which will support the decision whether the Council will proceed with the process. The Council are at pre tender stage, hence the part 2 section	

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Review of Partnerships with Housing Associations and Delivery of the Affordable Housing Programme					
Date of Entry	Approve partnership arrangements for housing associations and arrangements for delivery of the affordable	There is on-going consultation with the Homes and Communities Agency, and Pennine Lancashire	S. Osman, Director Tel: 585340	HCA Affordable Housing programme 2011-14	HCA have recently announced the Affordable housing programme for 2011-14
October 2011			Peter Cooke	Housing Association	
Date for Decision					

	housing programme.	Local Authorities ,and with Twin Valley Homes and Great Places housing associations	Head Housing Tel: 585664	partnership agreement	
February 2013- March 2014.			Contact Officer		
Portfolios Affected			Subhan Ali Strategic Housing Development Manager Tel : 585768		
Neighbourhoods, Housing and Customer Services, Resources					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Sale of Land for Housing Development (RSL'S)					
Date of Entry	Approval of the terms and condition and where appropriate costs of the sale of various of pieces of Council owned land to RSL's for affordable housing	RSL's and local stakeholders	Direct to named officer	Housing Association Preferred Partners Agreement	Lincoln Road and Queen Street clearance site, other sites to follow. Executive Board 14 th February 2008 Further reports to follow
Date for Decision			Contact Officer		
February 2013- March 2014			Subhan Ali Tel: 585768		
Portfolios Affected					
Neighbourhoods, Housing and Customer Services, Resources					

Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Replacement of Current Adult Social Care IT System					
Date of Entry	The Executive is being requested to approve entering into a new contract to replace the existing Adult Social care IT System.	A joint team consisting of staff from Adult Social Care, Finance and ITM&G is being set up to work together and consult key stakeholders to identify the business and technical requirements for a new system and to produce an Invitation To Quote which can be used to procure the new system	Steve Mullineaux Head of IT Service Delivery and Support 01254 585144 Steve.Mullineaux@Blackburn.gov.uk Peter Soothill Integrated Service Manager 01254 585415 Contact Officer Steve Mullineaux Head of IT Service Delivery and Support 01254 585144 Steve.Mullineaux@Blackburn.gov.uk Peter Soothill Integrated Service Manager 01254 585415	none	
January 2013					
Date for Decision					
August 2013					
Portfolios Affected					
Resources and Health and Adult Social Care					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	yes		The report will outline the business case and technical requirements for the new system.		

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Replacement Heating System at BTMC					
Date of Entry	To approve replacement of the electric heating system at Blackburn Technology Management Centre with a biomass boiler to reduce energy costs and carbon emissions.	Service managers have been kept informed of the proposals.	Contact Officer Lee Kinder 5623 Brian Doran	Capita Symonds, Blackburn Technology Management Centre: Design Note – Options for Heating System Renewal, April 2012 Capita Symonds, Blackburn Technology Management Centre Heating System Replacement, Biomass Feasibility & Assessment, November 2012	
May 2013					
Date for Decision					
September 2013					
Portfolio Affected					
Regeneration and Resources					
Wards Affected					
Little Harwood with Whitebirk					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Land at Shadsworth Road/ Haslingden Road Medi-Knowledge Park					
Date of Entry	.to approve the Termination of the Development Agreement with St Modwen.	Internal consultation had taken place	Contact Officer Peter Heyworth 5250		
June 2013					
Date for Decision					
August 2013					
Portfolio Affected					
Regeneration and Resources					

Wards Affected					
Queens Park					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Pennine Reach Side Orders (SORs)					
Date of Entry	The Council's Executive Board meeting of 11 th April 2013 noted that a Side Roads Order will be progressed as part of the Pennine Reach project to deliver infrastructure in Ewood and Burnley Road areas of Blackburn with Darwen. The Executive Board is requested to give approval for the Council to apply for a Side Roads Order (SRO) to make amendments to highway boundaries and footpaths, in addition to the stopping up of selected existing roads.	Following the making of the SROs, the SRO plans and the statements of case can be viewed at any time in the Town Hall.	Mike Cliffe. 01254 585310. The SROs have to be advertised and formal objections can be made to the draft SROs to the Secretary of State.	Pennine Reach Executive Board paper 11 th April 2013.	
June 2013					
Date for Decision			Contact Officer		
August 2013			Mike Cliffe. 01254 585310		
Portfolio Affected					
Regeneration and Resources					
Wards Affected					
Queens Park					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				
Title	Subject	Consultation	Representations To	Documents Considered	Comments
Community Right to					

Bid/Assets of Community Value					
Date of Entry	<p>The Executive Board is asked to:</p> <p>8. Note the community right under the Localism Act 2011 to nominate assets that are of community value, and the right to bid for those assets when they are in the process of being sold or disposed of.</p> <p>9. Consider and approve the Council Policy Statement .</p> <p>10. Delegate authority to Head of Planning to consider and determine Nominations to the List of Assets of Community Value following consultation with the ward councillors in which the property is located and other consultees as appropriate, including representatives from partner agencies and community spokesperson.</p> <p>11. Delegate authority to the Director of Regeneration to consider and determine Reviews of the Listing of Assets of Community Value following consultation with the Executive Member for Regeneration and the Executive Member for Resources and other consultees as appropriate, including representatives from partner agencies and community spokesperson.</p> <p>12. Delegate authority to the Head of Property after consulting the Director of Finance and the Executive Member for Resources to agree payment of compensation</p> <p>13. Delegate authority to the Executive Director – Resources and Transformation after consulting the Executive Member for Resources to determine Compensation Reviews.</p> <p>14. Delegate authority to the Head of Planning to approve the application and removal of Local Land Charges,</p>	<p>Consultation with Planning and Property teams departments of the Council has taken place in relation to the legislation requirements.</p>	<p>Contact Officer</p> <p>Asad Laher, Deputy Council Solicitor</p>		
May 2013					
Date for Decision					
June 2013					
Portfolios Affected					
Resources and Regeneration					
Wards Affected	all				

	and delegate to the Council Solicitor to approve the application and removal of Title Restrictions on the Listed property's title preventing disposal of the property in accordance with the Regulations (referred to in report).				
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If Yes please give reasons					

Title	Subject	Consultation	Representations to	Documents considered	comments
Adoption of Housing Delivery Supplementary Planning Document.					
Date of entry	To approve the adoption of the Housing Delivery Supplementary Planning Document.	The Council is committed to community and stakeholder engagement in the preparation of its plans and policies. At the same time public consultation is a statutory requirement and an integral part of the preparation and adoption of Supplementary Planning Documents. All of the following consultation has and will be carried out in accordance with national guidance prepared by the Department for Communities and Local Government and the Council's 'Statement of Community Involvement' (adopted 2006). Some preliminary consultation with developers, planning agents and house builders was carried out during the preparation of the draft document to give these stakeholder groups an opportunity to raise any issues they felt needed to be addressed in the SPD. A statement summarising their feedback is included as an appendix to the document. A wider public consultation exercise on the		The following background document can be made available:- <ul style="list-style-type: none"> Blackburn with Darwen Borough Council Core Strategy (adopted January 2011) 	
September 2012					
Date of decision					
December 2013					
Portfolio Affected					
Regeneration					
Wards affected	all		Contact officer Gill Finlay Principal Planner 5418		

		<p>draft SPD is due to be carried out over 4 weeks during October 2012.</p> <p>Details of the consultation including information on how to request further information and/or make comment will be published in the local press and on the Council's website; letters will be sent to a range of consultees including statutory organisations, and copy documents will be available for inspection in both Blackburn and Darwen town halls and in the main libraries.</p> <p>The final SPD will include the following appendices to explain how the feedback from the consultations has informed the content of the final document:-</p> <ul style="list-style-type: none"> • 'Statement of Community Involvement'. This will summarise the consultations that have been carried out, and; • Summary of consultation responses on the draft SPD and the Sustainability Appraisal. 			
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Corporate Issues

Title	Subject	Consultation	Representations To	Documents	Comments
-------	---------	--------------	--------------------	-----------	----------

Corporate Budget Monitoring				Considered	
Date of Entry	To consider and approve the latest corporate revenue and capital budget monitoring position, which may include key decisions	Regular and frequent consultations with departments are an essential feature of the budget monitoring process	Janette Moister	A list of background papers for this decision is held with the Corporate Finance Team within the Finance Department.	This replaces the two separate items on the Forward Plan, under corporate issues, for corporate revenue monitoring and corporate capital monitoring, as these are now considered within a combined report. The reports are expected to continue to be taken to August, October, December and March each year.
Date for Decision			Julie Jewson Tel: 585893		
On-going as reported quarterly			Contact Officer		
Portfolios Affected			Janette Moister		
Resources					
Wards Affected			Julie Jewson Tel: 585893		
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2?	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Annual Audit and Inspection Letter					
Date of Entry	To receive and accept the Annual Audit and Inspection Letter.	None	None		March each year.
Date for Decision			Contact Officer		
March each year					
Portfolios Affected			Liz Hall Tel: 585482		
All					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Budget and Service Reviews					
Date of Entry	To approve implications arising from service reviews in line with budgetary approvals given at Finance Council in March 2013 and to receive updates on the current medium term financial outlook and approve recommendations to address any issues arising in year.	Consultation will take place as appropriate to consider views of stakeholders.	Denise Park Tel: 585655/ Liz Hall Tel: 585482		
March 2013					
Date for Decision					
2013/14/15					
Portfolios Affected					
All					
Wards Affected	Significant changes which would affect the approved budget and policy framework would then be recommended to Council for formal approval.		Denise Park Tel: 585655/ Liz Hall Tel: 585482		
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Report on the section 75 commissioning arrangements between the Council and Care Trust Plus and next steps					
Date of Entry	<ul style="list-style-type: none"> Outline an update on Section 75 	On-going – the reports will be developed in	Harry Catherall Chief Executive	Health and Social Care Act 2012	July Executive Board
July 2012					

Date for Decision	commissioning arrangements between the Council and Care Trust Plus <ul style="list-style-type: none"> Outline local response to national policy drivers Make key recommendations for future action. 	consultation with the relevant Executive Members Council Officers and Care Trust Plus Officers.	Tel: 585299 Mohsin Mulla Policy and Performance Advisor Tel: 585525		
July 2012 and then a further report will be brought back to Executive Board in the Municipal Year			Contact Office		
Portfolios Affected			Harry Catherall Chief Executive Tel: 585299		
Health and Adult Social Care, Children's Services			Mohsin Mulla Policy and Performance Advisor Tel: 585525		
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				
Title	Subject	Consultation	Representations to	Documents considered	comments
Welfare Reform					
Date of entry	<ul style="list-style-type: none"> To update the Executive Board on progress made in implementing the government's changes to Welfare Benefits To update Executive Board on the further development and implementation of a Local Council Tax Support Scheme 	Consultation on a Local Council Tax Support Scheme was undertaken before the council approved the scheme in January 2013. Should the council make substantial amendments to the scheme during 2013/14 further consultation would be undertaken prior to a decision being made.	Elizabeth Hall Director of Finance Tel. 585482	Consultation papers and guidance issued by H.M. Government Report to Council on 31 st January 2013, CTS Report to the Executive Board in February 2013 on the Social Fund.	
September 2012			Contact officer		
Date of decision					
October 2012 – March 2013					
Portfolio Affected			Andrew Ormerod Head of Revenues, Benefits and Customer Services Tel. 585528		
All					
Wards affected					

All	<ul style="list-style-type: none"> To update Executive Board on the further development and implementation of arrangements for a local Social Fund 				
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Replacement of Existing HR IT system (Empower)					
Date of Entry	The executive is being asked to approve entering into a contract to replace the existing HR IT system (Empower)	HR & ITM&G staff will work with key stakeholders across the council to gather business and technical requirements prior to issuing an Invitation To Quote in line with the council's procurement guidelines.	Peter Hughes Financial management & contracts manager 01254 585216 peter.Hughes@blackburn.gov.uk	A n Executive Member briefing paper will be produced to advise on the most appropriate procurement route.	
February 2013					
Date for Decision					
November 2013					
Portfolio Affected					
All					
Wards Affected					
All			Contact Officer Peter Hughes . 5216		
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Community Right to Challenge					
Date of Entry	To inform the Executive Board of the new community right for voluntary and community groups, as well as groups of two or more council employees to challenge the way in which council services are delivered and express an interest in running services themselves.	Consultation within the Resources portfolio has taken place in relation to the legislation requirements.	Asad Laher, (ext.5495)		
June 2013					
Date for Decision			Contact Officer		
July 2013			Asad Laher, (ext.5495)		
Portfolio Affected					
All					
Wards Affected					
All					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	no				